# Committee Planning Report

NOTE: \*\* = Required Field

**\*\*Type of report being submitted:** Committee Planning Report

\*\*Date: February 25, 2015

**\*\*Committee Name:** NMRT Endnotes Committee

**\*\*Supervising Board Member:** Kate Kosturski

**\*\*Chair, Co-Chairs, Assistant Chairs:**
Kim Copenhaver (Chair)
Zara Wilkinson (Assistant Chair)

**\*\*Committee members:**

|  |  |
| --- | --- |
| Anthony Prince | Lindley Homol |
| Casey Hoeve | Lucinda Rush-VA |
| Catherine Oravet | Melanie Kowalski |
| Emily Smart | Rachel Gammons |
| Jennifer Chan | Susan Schreiner |
| Jodie Borgerding | Tina Chan |
| Kate Conerton |  |

**Activity in Current Reporting Period**

1. **Projects completed (For example, any procedures, tip sheets, checklists, etc. created during this period):**
* Disseminated calls for submissions to NMRT members, library school students, state/regional ALA chapters, and scholarly publishing groups.
* Revised the Peer Review Form and 2015 Review Instructions Form for Committee Reviewers.
* Solicited call for book reviewers from list.
* Coordinated resubmission of one article from 2014
* Assigned and disseminated 5 new article submissions to committee for review
1. **Projects in progress but not yet completed:**
* Publication of the Spring 2014 issue of Endnotes
* Streamlining the book review process
* Collaboration with 2015 Emerging Leaders Team for redesign of Endnotes publication platform

**\*\*Action Items/Issues To Be Resolved (What is left to do, based on your Planning Report?
Have there been any substantial changes in plans since then? What items, if any, have been deferred until next year?):**

As in previous years, it's unlikely we will publish enough articles this year for Endnotes to be included in the Directory of Open Access Journals.

**Financial Report Section:**

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| --- | --- |
| Your budget appropriation (see budget) | a. N/A |
| Amount which you have spent so far this year | b. N/A |
| Your estimated additional expenses this year | c. N/A |
| Total of amount spent and additional "estimated" expenses for this year (b+c) | d. N/A |
| Difference between budgeted amount and total expenses from above (a-d) | e. N/A |

\*\*Report submitted by: Kim Copenhaver

\*\*Email address: copenhka@eckerd.edu